



**DEPARTMENT OF PUBLIC HEALTH
POSTING OF VACANCY**

**Environmental Sanitarian 1
(TEMPORARY POSITION - SUMMER thru 9/30/17 - PART-TIME - 21 hours per week)
Environmental Health – Food Protection Program**

POSTING DATE: May 25, 2017

CLOSING DATE: June 8, 2017*

PLEASE FOLLOW THE SPECIFIC APPLICATION INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

OPEN TO: The Public

POSITION CONTROL NUMBER: 116112SC

NOTE: THIS NUMBER MUST BE INCLUDED ON YOUR APPLICATION

LOCATION: 410 Capitol Avenue, Hartford, CT

SHIFT/HOURS: 1st Shift/21 hours per week

SALARY GROUP/RANGE: ES 20/\$28.57 per hour

This position will be responsible for inspecting summer feeding sites, and possibly food preparation sites (if Certified Food Inspector), and creating letters and reports in the field, while maintaining regular contact via email and phone with the Food Protection Program. In addition, this position will be responsible for sending reports and letters to applicable programs from the field, and attending weekly meetings at DPH to review inspection reports and schedules.

Preferred Skills:

- Experience implementing, monitoring, and enforcing food service establishment regulations (Valid Food Inspector Certification helpful);
- Valid driver's license and willingness to travel throughout the state to conduct inspections and investigations beginning early in the morning; in addition, must be available to work during the months of June through mid-September;
- Experience communicating both verbal and in writing, with staff, food professionals, and the public; also, experience working as a team, and also independently, utilizing organizational skills;
- Experience writing inspection findings, letters, reports, written analyses of regulations and guidance documents (Note: If invited to interview, candidates will be asked to provide a writing sample);
- Experiencing working with spreadsheets, databases, and word processing software, including Microsoft Word, PowerPoint, Excel, and Access; in addition, experience scanning and electronically indexing documents for archival purposes and remote distribution.

MINIMUM QUALIFICATIONS REQUIRED

Knowledge, Skill and Ability:

Knowledge of causes, impacts and prevention of environmental health problems in communities; knowledge of mathematical concepts including statistical analysis; knowledge of biological concepts and principles relating to environmental health; knowledge of relevant state and Federal laws, statutes and regulations; knowledge of inspection and investigatory techniques related to public health hazards; interpersonal skills; oral and written communication skills; ability to analyze health conditions and recommend effective solutions; ability to utilize computer software.

EXPERIENCE AND TRAINING:

General Experience: Five (5) years' experience in environmental health technical operations.

NOTE: Environmental Health is a broad discipline that is concerned with assessing and controlling the impact of the environment on human health.

Substitutions Allowed: 1. College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree. 2. A Master's degree in environmental health or public health including twelve (12) hours of environmental health courses may be substituted for one (1) additional year of the General Experience.

Special Requirements: 1) Incumbents in this class may be required to travel. 2) Incumbents in this class may be required to possess and retain a valid Motor Vehicle Operator's License. 3) Incumbents in this class may be required by the appointing authority to possess and retain appropriate current licenses, permits and/or certifications.

Working Conditions: Incumbents in this class may be exposed to some risk of personal injury or physical harm due to on site environmental conditions and some discomfort from year round weather conditions.

PLEASE NOTE: This position will be filled in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Application Instructions: ANYONE WISHING TO APPLY FOR THIS POSITION MUST SUBMIT A COMPLETE State of Connecticut Application Form for Employment ([Form CT-HR-12](#)), INCLUSION OF A RESUME IS OPTIONAL. THE ENTIRE APPLICATION PACKAGE MUST BE RECEIVED NO LATER THAN THE CLOSING DATE AT THE TOP OF THIS FORM AT:

FAX: 860-730-8386

EMAIL: dph.recruitment@ct.gov

If mail is necessary, please send to:

Department of Public Health

410 Capitol Avenue, MS #13PER

PO Box 340308

Hartford, CT 06134-0308

* The closing date is for this posting. This may differ from the examination closing date for a competitive examination.

THE DEPARTMENT OF PUBLIC HEALTH AIMS TO PROVIDE EQUAL OPPORTUNITY IN ALL ASPECTS OF EMPLOYMENT AND ADVANCEMENT, FOSTERING AN ENVIRONMENT COMMITTED TO SUPPORTING INDIVIDUALS IN ALL PROTECTED CLASSES. IF YOU REQUIRE AID/ACCOMMODATION TO PARTICIPATE FULLY AND FAIRLY, PLEASE CONTACT THE HUMAN RESOURCES OFFICE AT 860-509-7177.